



SPECIAL EVENTS

(Silverwood Lake SRA & Providence Mountains SRA)

(Rev January, 2020)

Special event permits are required for events or activities that are outside the scope of regular day use or camping in the park.

Special Event Permit Process and Permit Review Fees

The completed application, required insurance, and \$25 non-refundable administrative review fee must be submitted at least 30 days prior to the date/s which the event will be held. Permit applications received within 30 days of the event are charged \$100 non-refundable administrative review fee. Applications received within 14 days of the event will not be accepted or processed.

Special Events are generally not approved between May 1st and September 30th due to heavy visitation.

Special event permit application and required fees can be delivered in person or by mail to the address above. E-mailed applications will be accepted but will not be processed until permit fee is submitted.

Event Fees:

Event fees are determined by the Sector Superintendent after review of the Special Event Permit Application. Additional staffing costs may apply if required for the event. Some standard fees include:

Basic Wedding Fee

\$25	Permit Fee
\$250	Up to 150 guests
\$350	For 151-200 guests
\$450	For 200+ guests

Fishing Tournament Fee

\$25	Permit Fee
\$200	Day Tournament 6:30 AM to 4:00 PM (1-15 boats)
\$300	Day Tournament 6:30 AM to 4:00 PM (16-30 boats)
\$200	Night Tournament 2:00 PM to 9:30 PM (1-15 boats)
\$300	Night Tournament 2:00 PM to 9:30 PM (16-30 boats)
\$20	Each additional boat
\$21.33	Per hour charged for early entry or late departure to cover staff costs

California State Parks has the ultimate authority to deny or approve any fishing tournament even if a DFW permit has been approved. Due to angling pressure and public impacts, CA State Parks will limit the amount of tournaments to two per month. Tournament Directors are required to share all relevant information to their participants

in regards to the information contained in this handout. The tournament permittee is responsible for the release of all live fish caught in the tournament. All live fish must be released at various locations in the lake and not in the vicinity of any launch ramp or marina. In an effort to improve the receipt and tracking of fishing contest reports, the Department has designed a new process which allows you to submit your completed contest reports electronically. The Fishing Contest Report (FG-776) can be found online at: <http://www.dfg.ca.gov/fish/Administration/Permits/FishingContest/>

Other Events

Event costs will be determined by the Sector Superintendent on an event by event basis. Costs are generally based on the following criteria:

1. Park areas used and impact on resources or facilities
2. Size and scope of event
3. Park revenue loss due to event
4. Park staff cost required for the event
5. Percentage of event's gross profit (10-25%)

Personnel Fees

These fees are the actual costs incurred by the department for personnel assigned to your event. The fee varies with each event and could include time spent for pre-event meetings, monitoring, security or clean-up after an event. The Special Event Coordinator will determine all costs, which must be paid in advance by check with your Special Event permit fee.

Park Aide (Used for monitors, clean-up, traffic control)	\$21.33 per hour
Maintenance	\$59.25 per hour
Environmental staff	\$100.53 per hour
Lifeguards (Used for EMS, Aquatic safety)	\$30.92 per hour
Ranger (Used for Law Enforcement, traffic control, EMS)	\$86.43 per hour
Law Enforcement Sergeant	\$97.27 per hour
Vessel use for aquatic events	\$150 per hour

All listed fees require a 4 hour minimum and are subject to change based upon bargaining unit raises

Insurance Requirement

All special event applicants must obtain a certificate of insurance in an amount no less than \$500,000 specifically naming the State of California as an additional insured. Use of the department form DPR 169A is strongly encouraged for ease of permit approval. For boat races, Jet Ski, regattas, etc. the permittee must carry liability insurance for a minimum amount of \$1,000,000 combined single limit or \$1,000,000 combined single limit depending on type of activity. Once an event is approved, we will need evidence of your insurance 30 days prior to the event. For larger events, the Department may require a higher insured dollar value. A DPR 169A "Certificate of Insurance" form shall be used and endorsed from the insurance company to document the event coverage.

Cancellations

There are no refunds on special event payments. Reschedules will be considered on a case by case basis depending on availability and how much advance notice is given. All payments must be made using either cash or credit.